

Panaji, 23rd September, 2010 (Asvina 1, 1932)

SERIES I No. 26

# OFFICIAL GOVERNMENT OF GOA GAZETTE



PUBLISHED BY AUTHORITY

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**GOVERNMENT OF GOA**

Department of Co-operation

Office of the Registrar of Co-op. Societies

**Notification**

42/2/2001/TS/RCS(Suppl.)

Whereas the following draft rules which the Government proposes to make under section 127 of the Goa Co-operative Societies Act, 2001 (Act 36 of 2001), were pre-published in Official Gazette, under Series I No. 9 dated 27-05-2010 under Government Notification No. 42/2/2001/TS/RCS (Supplementary) inviting objections and suggestions from the persons whose interests are likely to be affected thereby within one month from the date of publication of the said notification in the Official Gazette;

And whereas, the said notification was made available to the public;

And whereas, no objections and suggestions were received from the public on the said draft rules and therefore the said rules have been confirmed.

Now therefore, in exercise of the powers conferred by sub-section (1) of section 127 of the Goa Co-operative Societies Act, 2001 (Act 36 of 2001), and all other powers enabling it in this behalf, the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Co-operative Societies (Second Amendment) Rules, 2010.

(2) They shall come into force on such date as the Government may by notification in the Official Gazette, appoint.

2. *Insertion of new rule 111A.*— After rule 111 of Goa Co-operative Societies Rules, 2003 (hereinafter referred to as the “Principal rules”), the following rule shall be inserted, namely:—

“111 A. *Bond to be executed by members of Committee, setup by the Board of Directors or the Directors of a society, as the case may be.*— Every member of the Committee setup by the Board of Directors and the Directors of a society, shall execute

a bond in Form “LL” hereto within fifteen days of his assuming the office. Such bond shall be executed on the stamp paper as provided under the Indian Stamp Act, 1899 (2 of 1899). The expenditure on stamp paper shall be borne by the society. The Chief Executive Officer/Secretary of the society shall receive such bonds and keep them on record of the society and accordingly inform the Registrar within fifteen days from formation of the Committee.”

3. *Insertion of new Form “LL”.*— In the principal Rules, after Form “Election-17” the following form shall be inserted, namely:—

**FORM “LL”**

(See rule 111- A)

I, Shri/Smt. ....  
son/daughter/wife of .....  
..... aged ..... years .....  
resident of ..... have  
been appointed/elected as the member of the  
committee setup by the Board of Directors as a  
Director of .....  
society for the period.....

I have assumed office from .....

I declare today i.e. ....  
that I shall be jointly and severally responsible for  
all the decisions taken by the Committee/Board of  
Directors during its term, relating to the business of  
the society and shall be jointly and severally  
responsible for all the Acts and omissions  
detrimental to the interest of the society which I  
have endorsed during the course of meeting of the  
Committee/Board of Directors or otherwise and not  
specifically opposed it, as provided in sub-  
section (6A) of Section 59 of the Goa Co-operative  
Societies Act, 2001 (Act 36 of 2001).

Seal of the  
society

Signature of member of  
Committee/Director

Signature of witness  
(Secretary/Chief Executive Officer)

By order and in the name of the Governor  
of Goa.

P. K. Velip Kankar, Registrar & ex officio Jt.  
Secretary (Co-operative Societies).

Panaji, 8th September, 2010.

## Department of Fisheries

Directorate of Fisheries

—  
Order

DF/e-Gove/MS/2010-2011

**Implementation Notification****Government of Goa on using eForms for Government Services**

Whereas the National e-Governance Plan (NeGP) of the Government of India aims to make all Government services accessible to the common man in his locality, through common service delivery outlets and ensure efficiency, transparency & reliability of such services at affordable costs to realize the basic needs of the common man.

Whereas the State Government of Goa, desires to create a mechanism to deliver public services by utilizing the network of the Common Service Centres/Lok Seva Kendras.

Whereas the State Government is implementing State Portal (SP), State Service Delivery Gateway (SSDG) & Electronic Forms Project.

Whereas SP/SSDG/Electronic Form Project entails delivery of the Services through Common Service Centres (CsCs)/Lok Seva Kendras (LSKs) by leveraging the common infrastructure [Goa Broadband Network (GBBN), State Data Centre (SDS) etc.] and develop the applications and infrastructures required for deployment of State Portal and State Service Gateway (SSDG) for the State which will enable citizens to download forms and submit their applications electronically through a common gateway alongwith scanned copies of supporting documents.

Whereas this initiative facilitating Electronic Service Delivery will provide significant benefits to the citizens especially in the form of a single gateway to citizen for service delivery.

Whereas SP/SSDG/Electronic Form Project will enable citizen to fill the form either online or offline at CSC/LSK and submit it

electronically to the concerned office of the concerned department. While the submitted e-form will be routed through State Service Delivery Gateway (SSDG) to the respective field office of the concerned department responsible for providing that particular service, State Portal (SP), will give information about the services & would host all the e-Forms. In due consideration of the vulnerability of scanned copies to manipulation, the departments are hereby mandated to accept e-forms alongwith scanned copies of supporting documents so that the e-Form can be processed to the verification stage. At verification stage the applicant may be called to match the scanned copies against the physical supporting documents, thereby, expediting the processing of forms and helping in creation of a database for future use/reference.

And therefore it is hereby notified that public services, which are mentioned below, would be delivered electronically to the citizens through Common Service Centres (CSCs), State Portal (SP) alongwith State Service Delivery Gateway (SSDG) with effect from 1-11-2010.

Services	Proposed Transaction Fees in (Rs.)	No. of supporting documents
1. Application for Registration of Fishing Nets	5	1
2. Application for Renewal of Fishing Nets	5	1
3. Application for Saving-cum-Relief Fund for fisherman	10	4
4. Application for financial assistance for supply of insulated ice boxes for those engaged in fishing	5	2

This issues with the approval of the Government of Goa.

By order and in the name of the Governor of Goa.

*Santosh C. Verenkar*, Director & ex officio  
Jt. Secretary (Fisheries).

Panaji, 14th September, 2010.

Department of Public Works  
Office of the Principal Chief Engineer

—  
**Notification**

1-05/PCE-PWD-EO/10-11/102

In exercise of the powers conferred by section 12 of the Goa Sewerage System and Sanitation Services Management Act, 2008 (Goa Act 14 of 2009), the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Sewerage System and Sanitation Services Management Rules, 2010.

(2) They shall come into force on such date as the Government may, by notification in the Official Gazette, appoint.

2. *Definitions.*— In these rules, unless the context otherwise requires,—

(a) 'Act' means the Goa Sewerage System and Sanitation Services Management Act, 2008 (Goa Act 14 of 2009);

(b) 'building sewerage' shall mean the system of pipes, channels, conduits, chambers, gully traps and manholes conveying wastewater from the building to the nearest inspection chamber or manhole on public sewer;

(c) 'person' shall include consumer, occupier and owner;

(d) 'public places' shall include bus stands, railway stations, markets, hospitals, clinics, health institutions, educational institutions, libraries, court buildings, recreational and sports complexes, places of worship, religious institutions, dairies, slaughter houses, dhobi-ghats, hotels, theatres, auditoria, concert halls, public offices where the general public have free access, eating places;

(e) 'section' means section of the Act;

(f) 'wastewater' shall include sewage, liquid or liquefied discharges from public

places, leaches and commercial or trade effluents from shops and buildings.

Words and expressions used herein but not defined shall have the same meaning as assigned to them in the Act.

3. *Procedure for availing facility of sewerage system, form of application etc.*— (1) Every person intending to avail the facility of sewerage system or use of sanitation services managed by PWD, shall make an application in Form I hereto to the concerned Assistant Engineer with the following documents and fee as specified in rule 5 hereto,—

(a) Location sketch with landmarks in the vicinity of applicant's premises.

(b) Site plan showing boundaries, layout of building sewerage showing relative levels of manholes and locations, plumbing lines supplying drinking water, also indicating any other source of water in the premises, duly certified by the plumber holding valid registered license issued by PWD.

(c) Documents concerning ownership e.g. sale deed, order of tenancy/mundcar, etc.

(d) Occupation certificate.

(e) Document asking to avail sewerage connection issued by the Municipality or Panchayat.

(f) Affidavit and undertaking in Forms III and IV, respectively, hereto.

Nearest consumer's details regarding water supply, sewerage connection, electricity supply, telephone connection and certified copy of latest bill paid by him.

(2) After verifying the documents and making inquiry regarding feasibility of providing the sewerage connection at site, the Assistant Engineer may advise the applicant regarding modifications required in the sewerage and plumbing lines of the building. He shall ask the applicant to pay the security deposit and then release the connection after

compliance of his advice and on signing the agreement in Form II hereto.

(3) Every application received under sub-rule (1) shall be disposed by the concerned Assistant Engineer as per provisions of sub-sections (3) and (4) of section 3 of the Act.

4. *Categories of Consumers.*— Categories of Consumers who could avail the services under the Act shall be as specified below:

(1) *Domestic Category:*

(i) Consumers having treated piped water supply connection lawfully obtained from water supply systems controlled by PWD; and

(ii) Consumers having their own arrangements, partly or fully, for potable water or otherwise, resulting into the generation of wastewater/sewage.

(2) *Commercial Category:*

(i) Consumers having treated piped water supply connection for commercial use lawfully obtained from water supply systems controlled by PWD; and

(ii) Consumer availing water supplied by PWD or other person through a tanker to make up their demand for commercial use or otherwise, resulting into generation of wastewater/sewage.

(3) *Industrial Category:*

Small industrial establishments engaged in fabrication, manufacture, or process industry having any kind of water supply arrangement, permanent or otherwise, which results into generation of wastewater/sewage.

(4) *Public Places:*

Public places generating wastewater/sewage.

5. *Sewerage Charges.*— All consumers generating wastewater/sewage and are availing facility of having connection to

sewerage and sanitation system developed by the Government shall pay the following charges:

(i) *Domestic Category:*

Rupee 1/- (Rupee one only) per cubic meter of wastewater/sewage generated.

Quantity of wastewater/sewage generated shall be computed @ 100 lpcd or 80% of water consumed as measured through water meter and other sources as well, whichever is higher.

(ii) *Commercial Category:*

Rupees 5/- (Rupees five only) per cubic meter of wastewater/sewage generated.

(iii) *Industrial Category:*

Rupees 5/- (Rupees five only) per cubic meter of wastewater/sewage generated.

(iv) *Public Places:*

Rupees 3/- (Rupees three only) per cubic meter of wastewater/sewage generated.

(1) In cases of category (ii), (iii) and (iv) above, quantity of wastewater/sewage generated shall be computed as 80% of water consumed through the water meter, tanker water supplied from PWD and or any other source including own source of any kind of water all taken together making up the demand as declared by the consumer. The Executive Engineer shall examine and assess the wastewater/sewage generation as and when felt necessary by him and his decision as to the quantum of wastewater/sewage generation shall be final and binding on the consumer.

In case of variation in the quantum of generation of wastewater/sewage is likely to last for more than three months, the consumer shall intimate the same to the concerned Executive Engineer.

(2) The consumer who are already having connection for sewerage system and sanitary services developed by the



Government shall be liable to pay the aforesaid charges on expiry of 180 days from the date of coming into force of these rules.

6. *Connection Charges.*— The following connection charges shall be paid by a person while availing connection to sewerage system developed by P.W.D.

(a) *Domestic Category:*

(i) Rs. 200/- per connection upto 150 mm dia.

(ii) Rs. 350/- per connection above 150 mm dia.

(iii) Rs. 100/- per flat/house if in-group joining with one connection.

(b) *Commercial Category:*

(i) Rs. 500/- per connection upto 150 mm dia.

(ii) Rs. 750/- per connection above 150 mm dia.

(iii) Rs. 250/- per consumer if in-group joining with one connection.

(c) *Industrial Category:*

(i) Rs. 1000/- per connection upto 150 mm dia.

(ii) Rs. 2000/- per connection above 150 mm dia.

(iii) Rs. 500/- per industry if in-group joining with one connection.

(d) *Public Places:*

(i) Rs. 1000/- per connection upto 150 mm dia.

(ii) Rs. 2000/- per connection above 150 mm dia.

7. *Delayed payment charges, penalties and fine.*— (1) The delayed payment charges @ 2% of billed amount shall become due and payable if bill amount is not paid within the due date. Delayed payment charges shall be rounded off to next higher rupee.

(2) The water supply connection shall be liable for disconnection without notice if three consecutive bills remain unpaid.

(3) The re-connection of water supply will be effected only on payment of entire outstanding bill with 10% fine over and above the delayed payment charges as well as sewerage charges on receiving specific application for re-connection with proof of payment. The concerned Executive Engineer shall approve the re-connection.

8. *Inspection Charges.*— In case any party is affected by any act or omission by the consumer availing the services under the Act or these rules, he shall approach to the Executive Engineer for inspection of the sewerage system of the building of said consumer, on payment of Rs. 500/- (Rupees five hundred) for domestic category and Rs. 1000/- (Rupees one thousand) for other categories. These charges are not refundable.

9. *Security Deposits.*— The security deposit payable at the time of taking connection to the sewerage system shall be as under:

(i) Domestic category: Rs. 500/-

(ii) Commercial category: Rs. 1000/-

(iii) Industrial category: Rs. 3000/-

(iv) Public places: Rs. 1000/-.

10. *Inspection of sewerage system, etc.*— (1) The Chief Engineer may cause inspection of building, construction site or public place, and take up additional sewerage network if the public sewer is not available for effective conveyance of wastewater/sewage from such building, construction site or public place, within a distance of 30 metres from boundary of such building, construction site or are public place, so as to facilitate better wastewater/sewage management to improve sanitation and public health standards, in any part of the State.

(2) The Chief Engineer may cause inspection of building sewerage, wastewater/ sewerage systems of public places causing nuisance and pollution posing threat to

sanitation and public health and order for rectification of defects and disconnect if so warranted, sewerage connection and/or water supply connection from the sewerage system and/or water supply distribution network respectively, until such time the nuisance or pollution is removed by the consumer at his cost to the satisfaction of the Chief Engineer.

(3) The Chief Engineer, on receiving special or general order from the Director of Health Services or any other authority in pursuance of any Acts or rules framed thereunder suggesting measures necessary for improving public health administration and sanitation facilities shall undertake the works related to such measures as soon as possible.

(4) In the event of any developmental activity is undertaken by the authorities/department or agencies of Government of Goa, Government of India, private developers, Government undertakings, which will affect existing or proposed sewerage system and sanitation services under control of P.W.D., the Chief Engineer should invariably be consulted by the respective authority department or agency before commencement of such developmental activity and the actual cost involved in restoring, repairing or reconstruction of sewerage and sanitation services affected shall be borne by concerned authority/department or agency as determined by the Chief Engineer. The funds to cover the cost restoration should be deposited with the Chief Engineer before commencement of the work.

(5) If, in the opinion of the Executive Engineer, any premises is without effective sewerage system, or its sewerage system is not functioning or malfunctioning, causing overflow or stagnation of sewage or wastewater resulting into nuisance or health hazard and also if the septic tanks are not maintained scientifically causing non-absorption of effluent from soak pits and further if public sewer is very much available within the distance of 30 meters from external

boundary of the premises, he may by notice direct the owner, occupier, consumer or the in-charge person of public place, as the case may be, to construct suitable sewerage system leading the wastewater/sewage to the public sewer system effectively and avail the sewerage connection and related services within the time limit mentioned in the notice. As soon as the sewerage facility is made available within 30 meters from the premises, the Executive Engineer shall issue a notice to avail sewerage facility developed by P.W.D. and the owner/occupier shall immediately connect his sewerage system to the sewerage system developed by P.W.D. at his own cost within the period mentioned in the notice, failing which, the essential services like water supply, electricity shall be liable for disconnection at any time after expiry of the period mentioned in the notice.

(6) If it is detected by the Executive Engineer concerned, that leakage or damage to the sewerage system of any building, has resulted into contamination of ground water, piped water, or any other source of water being used by the consumer or others the Executive Engineer shall immediately order disconnection of water supply to the said building and order the person responsible to maintain the same, to repair the same, within 24 hours. In the event no steps are taken by the consumer to stop leakage or restore damage caused within 24 hours of its occurrence, the Executive Engineer shall himself take such steps and recover the cost thereof from the persons responsible thereof.

(7) If it is detected by or brought to the notice of Executive Engineer that public sewerage system is malfunctioning or choked due to any reasons whatsoever, resulting into nuisance, accumulation of filth, he shall cause to inspect the site immediately and take steps to restore the functioning of sewerage system. He shall recover the cost involved, if in his opinion the cause is attributable to the consumer, by giving suitable notice, to effect the payment within the period specified in the notice.

11. *Bills and Payments.*— (1) The bills for the services under the Act may be clubbed with the bills for water supply wherever possible. It will be treated as one bill for all the purposes of payments, recoveries, penalties and fines imposed under the Act.

(2) The bill may be issued normally every month in Form V hereto and shall be paid within the due date specified therein failing which it will attract delayed payment charges to be levied and subsequent actions as provided hereinabove.

(3) Bills will be issued as per the billing cycle and the consumers are advised to watch for timely receipt of bill. If the bills are not received within a period of seven days from normal date of issue of bill, the consumer should enquire about it at the local office where the bills are prepared. The Assistant Engineer, on payment of Rs. 5/- (Rupees five) shall issue duplicate bill. The fact that a consumer has not received the bill or received the bill after due date of payment will shall absolve his liability for payment.

(4) The arrears of unpaid bills, penalties, fines, inspection charges, cost of repairs and restoration of sewerage system and any other dues from the consumer shall be recovered as arrears of land revenue, if payments are not effected by the consumer within the date specified in the notice of demand.

(5) The bills may be paid through the authorized financial institutions like banks, as specified by the Chief Engineer.

(6) The Assistant Engineer who has issued the bill may correct a bill on getting written complaint or request from the consumer, after verification of records, meters and inspection of site if necessary. The Assistant Engineer shall effect necessary corrections in the bill in respect of clerical or arithmetical errors arising out of wrong meter reading or arrears shown wrongly. The Assistant Engineer shall correct all other kinds of errors in the bill which are attributable to any other reasons including due to faulty meter as found after testing but such error should be reported

on receiving first wrong bill, subject to the condition that net financial implications of such bill shall not exceed Rs. 15000/- (Rupees fifteen thousand only).

(7) The Executive Engineer shall effect corrections in the bill in the same manner as mentioned above wherein financial implications are not exceeding Rs. 2,00,000/- (Rupees two lakhs only).

12. *Procedure for Dispute Redressal Authority for redressal of disputes.*— (1) The Dispute Redressal Authority, on receiving the reference of disputes between the parties, shall immediately issue notice to the parties to dispute and instruct them to appear before it in person or through duly authorized representative on a specified date, time and venue.

(2) For the purpose of these rules, the Dispute Redressal Authority shall have the same powers as are vested in a civil court under Code of Civil Procedure, 1908 (5 of 1908), in respect of the following matters, namely:—

(i) summarising and enforcing the attendance of any defendant or witness and examining the witness on oath;

(ii) the discovery and production of any document or other material object producible as evidence;

(iii) the reception of evidence on affidavits;

(iv) issuing of any commission for the examination of any witness;

(v) any other matter which may be specified by the Government.

(3) Every dispute shall be heard as expeditiously as possible and endeavour shall be made to decide the same within a period of six months from the date of receipt of notice by opposite party.



(4) The Dispute Redressal Authority shall not hear any reference made after expiry of 180 days from arising of dispute.

13. *Appeal.*— (1) Every appeal to be filed to the Appellate Authority shall be in the form of Memo of Appeal accompanied by the order against which the appeal is preferred and fee in the form of Court fee stamp of Rs. 100/-. (Rupees one hundred only).

(2) The Appellate Authority shall immediately give notice to both parties and instruct them to appear before it, either in person or through duly authorized representative, on a specified date, time and venue.

(3) The Appellate Authority shall give full opportunity to the parties to present their case.

(4) Every appeal shall be heard as expeditiously as possible and endeavour shall be made to decide the same within a period of six months from the date of receipt of notice by opposite party.

14. *Composition and functions of Technical Committee.*— (1) 'Technical Committee' shall consist of following members, namely:—

- |   |                    |
|---|--------------------|
| 1. Chief Engineer, P.W.D. in-charge of Sewerage and Sanitation Services                     | —Chairperson       |
| 2. Director of Health Services, Government of Goa   | —Member            |
| 3. Chairman, Goa State Pollution Control Board  | —Member            |
| 4. A member who is considered as an expert in the subject in the opinion of the Chairperson | —Member            |
| 5. Superintending Surveyor of Works P.W.D. will function as                                 | —Member Secretary. |

The Technical Committee shall advise the Government on measures to be taken for

improvement of sewerage system and sanitation services in the best interests of public. It will also decide the terms and conditions for taking over the sewerage and sanitation facilities developed by other bodies as provided in terms of section 6 of the Act.

15. *Technical parameters and specifications.*— (1) The sewerage system of building shall join the public sewer at angle not exceeding 60 degrees with reference to alignment of public sewer and in the direction of flow. Any variation will be the exception compelled by the site conditions, which will not give rise to any problems detrimental to the public sewer.

(2) The sewerage system of building joining the public sewer shall not include the septic tank and soak pits existing, if any. The alignment of pipes and location of manholes, inspection chambers, gully traps, as well as additions, modifications and specifications thereof, required for the sewerage system of buildings proposed to be joined by sewerage connection shall be all as advised and approved by the Assistant Engineer concerned.

(3) The sewer immediately at the upstream of manhole on the public sewer shall not be at a gradient flatter than 1:90 and steeper than 1:15 as far as possible.

(4) The Executive Engineer shall decide about the location, specifications and other technical parameters of the manhole or inspection chamber, in the event more than one building sewerage systems are to be joined with one and the same manhole on public sewerage system. This manhole or inspection chamber shall not be constructed in any of the privately owned premises of the parties or consumers concerned. The Executive Engineer shall connect or extend the sewerline to any other premises to facilitate additional connections to the manhole or inspection chamber, so constructed by other consumer. No cost adjustment shall be effected for the previous consumers in such cases.

(5) The characteristics of the wastewater/sewage, which can join the sewerage system shall be as per the Schedule appended to these rules. Relaxation or tightening of these standards for entry of wastewater/sewage into the public sewer shall be as per the advice to the Government by the Technical Committee in respect of specific cases. The Government may approve or reject the recommendations of the Technical Committee for the reasons recorded in writing.

(6) Unless otherwise advised by the Technical Committee, the following categories of wastewater/sewage shall not be connected to the public sewer system, notwithstanding the fact that they meet the standards/specifications/characteristics as laid down hereinabove.

(a) Storm water, surface water, ground water, roof run-off, or sub-surface polluted water.

(b) Liquid or liquefied wastewater/sewage resulting from all categories of hazardous wastes specified in the Schedule to the Hazardous Waste (Management and Handling) Rules, 1989 and amendments thereof.

(c) Industrial effluents not treated to the standards laid down by the Goa State Pollution Control Board.

(d) Bio-medical wastes in liquid or liquefied form and wastewater/sewage resulting out of liquid ash after incineration.

(e) Leachet or any liquefied discharges from the process on solid waste.

(f) Any other wastewater/sewage causing disruption or nuisance by virtue of its entry into the public sewer system.

By order and in the name of the Governor of Goa.

*J. J. S. Rego*, Principal Chief Engineer and ex officio Additional Secretary (P.W.D).

Panaji, 17th September, 2010.

#### SCHEDULE

[See rule 15 (5)]

#### Characteristics of wastewater/sewage discharging into the public sewer

Sr. No.	Parameter	Standard
1	2	3
1	Suspended solids (max) mg/1.	600
2	Dissolved solids (Organic), (max)	2100
3	PH value	5.5 to 9.0
4	Temperature (max) 0 C.	45 at the point of discharge
5	Oil and grease (max) mg/1.	20
6	Ammonical nitrogen (as N), (max) mg/1.	50
7	Biochemical oxygen demand (5 days at 20° C), (max).	350
8	Arsenic (as As), (max) mg/1.	0.2

1	2	3
9	Mercury (as Hg) (max) mg/1.	0.01
10	Lead (as Pb) (max) mg/1.	0.1
11	Cadmium (as Cd) (max) mg/1.	1.0
12	Hexavalent chromium (as Cr. + 6) (max) mg/1.	2.0
13	Total chromium (as Cr) (max) mg/1.	2.0
14	Copper (as Cu) (max) mg/1.	3.0
15	Zinc (as Zn) (max) mg/1.	15
16	Selenium (as Se) (max) mg/1.	0.05
17	Nickel (as NI) (max) mg/1.	3.0
18	Boron (as B) (max) mg/1.	2.0
19	Per cent sodium (max)	60
20	Cyanide (as CN) (max) mg/1.	2.0
21	Chloride (as Cl) (max) mg/1.	1000
22	Fluoride (as F) (max) mg/1.	15
23	Sulphate (as So <sub>4</sub> ) (max) mg/1.	1000
24	Pesticides	Absent
25	Phenolic compounds (as C <sub>6</sub> H <sub>5</sub> OH) (max) mg/1.	5.0
26	Radioactive materials	
	(a) Alpha emitters (max) MC/ml	10-7
	(b) Beta emitters (max) MC ml.	10-8

*Note-1:* All efforts should be made to remove colour and unpleasant odour as far as practicable.

*Note-2:* The standards mentioned above shall apply to all the effluents, discharges, such as, industrial, mining and mineral processing activities, municipal sewage, etc.

*Note-3:* The relaxation or hardening of these characteristics, for wastewater/sewage to be discharged into public sewer shall be subject to the recommendation of the Technical Committee and approval of the Government.

FORM - I

[See rule 3(1)]

To,  
The Assistant Engineer,  
Sub-Division ..... Division .....,  
Public Works Department,  
Panaji/Margao/Vasco-da-Gama.

**Sub.: Requisition for sewerage connection.**

Sir,

I, the undersigned, intend to avail sewerage connection to the sewerage system under control of PWD, for the premises mentioned below. I am furnishing requisite details for availing the sewerage connection.

- (i) Name of the applicant.
- (ii) Status of the applicant. (Owner/Tenant/Mundcar/Authorized signatory)
- (iii) Address for correspondence.
- (iv) Address of premises/building to be connected to the sewerage system.
- (v) Location/sketch of the premises/building mentioned above.
- (vi) Document in support of occupancy.
- (vii) Certified copy of occupation certificate issued by local authority.
- (viii) Certified copy of latest paid bill in the name of applicant, for water supply/telephone/electricity, etc.
- (ix) Certified copy of latest bill paid by nearest consumer of electricity/water supply/telephone, etc.
- (x) Number of persons who will be connected with applied sewerage connection.
- (xi) Total requirement of water for all purposes for 30 days in Cu. M. (Average of 12 months preceding the month in which application is submitted)
- (xii) Sources of water for meeting the requirement mentioned above:
 

(a) Metered Water Supply. ....	Cu. M.
(b) Own sources like well, tube well, etc.....	Cu. M.
(c) Other sources like tanker water supply.....	Cu. M.
Total (a) + (b) + (c) .....	Cu. M.
- (xiii) Line sketch of building sewerage and water lines and location of public sewer.
- (xiv) Certificate by the plumber registered with P.W.D. who executed plumbing and building sewerage work proposed to be connected with public sewer.

I, undertake to carry out necessary modifications in the building sewerage and plumbing system for water supply, in the premises under my control & possession, at my cost as per your advice, to facilitate sewerage connection. I also undertake to pay requisite charges and security deposit within 10 days from receiving the intimation from you and enter into the agreement with the officer authorized by the Government of Goa as per the provisions of the relevant Act and rules thereunder.

Place:

Date:

Enclosures: As above (.... Sheets)

Yours faithfully,  
(.....)

**For official purpose**

Date of receiving the application	.....
Date of site inspection and advice to the applicant	.....
Date of submitting documents	.....
Date of intimation to the applicant for effecting payment	.....
Date of signing the agreement by the applicant	.....
Date of sewerage connection effected at site	.....
Category allotted	.....
Total wastewater/sewage joining the public sewer as assessed	.....
Remarks by the Assistant Engineer with date	

---

Reference of intimation to billing authority:

---

Date:

Assistant Engineer

Seal

## FORM - II

[See rule 3(2)]

## AGREEMENT

THIS AGREEMENT is made on .....day of .....of the year Two thousand..... between Shri/Ms.....aged.....year.....son/wife of.....residing at .....

(hereinafter referred to as 'consumer' which expression shall include his/her heirs, executors, successors, administrators, legal representative and assignees of the ONE PART and Governor of Goa (hereinafter referred to as the "Government" of the OTHER PART;

WHEREAS the Government has developed and made operational, the sewerage system in the town of and facility of public sewer is made available;

And WHEREAS the consumer has approached the Government with an application dated..... with requisite details with an intention to connect his building sewerage system with the public sewer, and whereas the parties hereto have agreed to the said proposal on the terms and conditions hereinafter contained.

Now, therefore, it is hereby agreed by and between the parties hereto as follows:—

(1) That the Government will control, operate and maintain the sewerage system in the ..... town as per the provisions of the Goa Sewerage System and Sanitation Services Management Act, 2008 (Act 14 of 2009) and rules framed thereunder and that the Consumer is aware, has understood and agreed to be bound by the same.

(2) That the Consumer will be entitled to connect his building sewerage to public sewer within ten days after execution of this agreement as well as compliance to the advice of the concerned Assistant Engineer.

(3) That the Consumer shall pay to the Government the requisite charges, deposits, penalties and fines as notified from time to time in accordance with the said Act and rules thereunder, and shall also be subjected to the penalties, recoveries of dues and penal actions, if any, as per said Act and rules thereunder.

(4) That if the Consumer contravenes any of the provisions of said Act and rules thereunder, he will be subjected to action as per said Act and rules as well as other laws in force.

(5) That the officer of P.W.D. shall be entitled to inspect, examine and take action as he deems fit as per the provisions of said Act and rules thereunder.

(6) That in the event of any question, disputes or differences arising in connection with the conditions herein contained or touching or concerning the meaning, operation or effect thereof or of any matter contained therein or as to the rights, duties and liabilities of the parties hereto respectively or otherwise howsoever connected with the agreement, the same shall be referred to the person appointed by the Government for adjudication and decision in accordance with the provisions of the said Act and rules thereunder.

(7) That the Consumer shall not cause discharge of any other wastewater/sewage having characteristics other than those specified in the schedule to the Goa Sewerage System and Sanitation Service Management, Rules, 2010.

(8) That the Consumer shall not act in a manner which will result disruption of sewerage system or cause nuisance or health hazard for him as well as for others in the vicinity of premises.



(9) That the Consumer will shall have any objection if the Government effects extension of sewer line with appurtenances constructed by him at his cost, to facilitate sewerage connection to others in future and that he will not claim any share of cost from the party so benefited.

(10) The application dated..... of the consumer shall be deemed to be part and parcel of this Agreement.

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FORM - III

[See rule 3(1)]

AFFIDAVIT

I, the undersigned ..... son/daughter of ..... aged ..... years, Indian national, residing at..... do hereby solemnly state and affirm as under:—

(1) I say that I am an occupant of the premises situated in the property surveyed under survey No. .... of .....

(2) I say that I have applied to the Assistant Engineer,..... P.W.D. for sewage connection vide my application dated. ....

(3) I say that the premises to which the connection be made belongs to me/my...../..... and the request of mine for the grant of sewage connection being purely from the angle of hygiene and health, I shall not use the proof of such connection to claim any right, including right of possession, ownership, etc., to the said premises to which connection is sought and the land beneath it.

(4) I say that I shall bear all the cost of the connection, etc., and shall not tamper with the Government property once the connection is made.

(5) I say that I am making the Affidavit in order to produce it to the Competent Authority for availing sewage connection.

I say that whatsoever has been stated hereinabove is true to the best of my knowledge and belief and that no part of it is false.

Solemnly affirmed at..... on this day of ..... 2010.

Deponent

---

FORM- IV

[See rule 3(1)]

UNDERTAKING

I, hereby declare that for releasing the sewerage connection to the house/building bearing No..... and standing in the property surveyed under No..... of .....as applied by me vide my application dated ....., the pipeline will not cross any other person's property. The pipeline do cross the property of Shri/Smt. .... and his/her N.O.C. is attached to the application.

.....  
Signature of the Applicant

Name: .....

Address: .....

Date: .....

## FORM – V

[See rule 11 (2)]

Office/Bank/Consumer's Copy

GOVERNMENT OF GOA

Public Works Department (PHE)

Bill for sewerage and sanitation services

Bill No.....

Bill Date.....

Works Division

Consumer's Name &amp; Address

Sub-Division

Consumer code

Consumer category

From Date

Details of consumer

To Date

1. Number of persons in the premises  
connected to sewerage system

2. Wastewater generation @ 100 lpcd

Issue Date

3. Water requirement as per application

**Disconnection notice**

The water supply connection will be liable for Disconnection without notice if three consecutive bills remain unpaid. Water supply will be restored on payment of all dues including arrears, delayed payment charges and reconnection charges as per rules.

**Last Date of Payment**

Total wastewater generated during the billing period:—

- |   |        |
|---|--------|
| 1. Total water supply availed—                            |        |
| (i) Metered water consumption                             | Cu. M. |
| (ii) Tanker water supply                                  | Cu. M. |
| (iii) Own sources (Balance to make up the requirement)    | Cu. M. |
| Total   | Cu. M. |
| 2. Hence wastewater generated @ 80% of total water supply | Cu. M. |
| 3. Billed wastewater generation                           | Cu. M. |
| 4. Billed amount at applicable tariff                     | Rs.    |
| 5. Other charges  | Rs.    |
| 6. Arrears/Credits  | Rs.    |
| 7. Gross amount payable on or before last date of payment | Rs.    |
| 8. Surcharge for delayed payment                          | Rs.    |

HELP PROTECT CLEAN ENVIRONMENT TO IMPROVE UPON HEALTH AND SANITATION

## NOTES

1. In case the payment is effected by cheque or demand draft the same should be drawn in favour of the Executive Engineer, Works Division ..... P.W.D. as per the Works Division mentioned in the bill and payable at place of respective office. Outstation cheques or DD are not acceptable.

2. Payment of bill will also be accepted by the authorized banks/institutions.

3. The fact that the consumer has not received a bill will not absolve his liability for payment of charges including delayed payment charges, fines and penalties, if any, as per the rules. Therefore every consumer who does not receive the bill regularly, should in his own interest, enquire about it from local office where the bill is prepared. Duplicate bill may be obtained on payment of Rs. 5/- per bill copy.

4. Bill must be presented by the consumer at the time of payment. Please insist on official receipt of payment and preserve the same carefully. Receipt will be valid only on realization of cheque.

5. Any complaint regarding accuracy of the bill must be made within due date of payment with the local office who has issued the bill.

6. It is the responsibility of the consumer to effect the payments due, in the event the bill is subjected to corrections by the Assistant Engineer as per rules, within due date of payment to avoid delayed payment charges, other charges including fines and penalties etc., or other actions such as disconnection.

7. A disputed bill should be paid under protest to avoid delayed payment charges or other actions such as disconnection.

8. The consumer shall have to report to the Assistant Engineer of his/her intention of vacating the premises at least 15 days in advance.

## TARRIF

## SECURITY DEPOSIT

1. Domestic category	Re. 1/- per Cu. M. of wastewater generated	Rs. 500/- per connection.
2. Commercial category	Rs. 5/- per Cu. M. of wastewater generated	Rs. 1000/- per connection.
3. Industrial category	Rs. 5/- per Cu. M. of wastewater generated	Rs. 3000/- per connection.
4. Public places	Rs. 3/- per Cu. M. of wastewater generated	Rs. 1000/- per connection.
5. Surcharge for delayed payment	2% of billed amount. Rounded to next higher rupee.	

*Note:* If one sewerage connection is availed by the consumers of same category but joining as a group, the security deposit will be @ 50% of respective category per unit in the group.

## SEWERAGE CONNECTION CHARGES

	Up to 150 mm dia	Above 150 mm dia	Per unit in group
1. Domestic category	Rs. 200/- per connection	Rs. 350/- per connection	Rs. 100/- per unit
2. Commercial category	Rs. 500/- per connection	Rs. 750/- per connection	Rs. 250/- per unit
3. Industrial category	Rs. 1000/- per connection	Rs. 2000/- per connection	Rs. 500/- per unit
4. Public places category	Rs. 1000/- per connection	Rs. 2000/- per connection	Not applicable

HELP PROTECT CLEAN ENVIRONMENT TO IMPROVE UPON HEALTH AND SANITATION

## Department of Rural Development &amp; R.D.A.

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**Notification**

DRDA-N/10/MGNREGA/2010-2011/3822

Whereas section 6 of National Rural Employment Guarantee Act, 2005 (Central Act No. 42 of 2005) (hereinafter called "Principle Act"), provides to specify the Wage Rate for the purpose of National Rural Employment Guarantee Act, 2005.

And whereas first proviso of section 6 of the said Principle Act states that different wages may be specified for different areas.

And whereas sub-section (2) of section 6 of the principle Act provides that until such time wage rate is fixed by the Central Government in respect of any areas in a State, the minimum wage rate fixed by the State Government under section 3 of Minimum Wages Act, 1948) (Central Act 11 of 1948) for Agricultural Labourers, shall be considered as wage rate applicable to that area.

And whereas vide Notification No. 24/21/2009-LAB(16) dated 7th May, 2010, the Government of Goa has fixed the minimum wages to a Mazdoor/Manai in "Employment in Agriculture" at Rs. 157/- per day.

Now, the Government has fixed the minimum rate of wages at Rs. 157/- per day under principle Act, in the State of Goa with effect from the publication of this Notification in the Official Gazette.

By order and in the name of the Governor of Goa.

*G. P. Pilarnekar*, Project Director (DRDA North) & ex officio Jt. Secretary (R.D.).

Panaji, 15th September, 2010.

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**Department of Social Welfare**

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**Notification**

DSW/STAT/GUY/51/10-11

Government of Goa is pleased to formulate the following Scheme and is hereby published for general information of public, which shall come into force with effect from the date of publication in the Official Gazette.

By order and in the name of the Governor of Goa.

*N. B. Narvekar*, Director & ex officio Jt. Secretary (Social Welfare).

Panaji, 25th August, 2010.

## GOULY URJYA YOJANA

*Objective of the Scheme:*

The objective of the Scheme is to improve the lifestyle and living conditions of Gouly/Dhangar families in Goa by providing one domestic LPG connection and one solar cooker, in order to minimize the use of firewood and one CFL bulb thus decreasing the pressure on forest and electricity at the same time helping in maintaining pollution free environment.

This Scheme to provide a package of benefits for the welfare of "Gouly/Dhangar" families in Goa. Popularization and promotion of Renewable Energy and energy efficient products for the benefit of general public has become extremely important in the present scenario of rising pollution due to green house gases and tremendous increase in demand for energy. As such, the Scheme would also lead to creation of awareness about the "use/benefits" of Energy efficient and Renewable Energy Devices amongst the backward community of 600 "Gouly/Dhangar" families in Goa.

*Detail of the Scheme:*

Gouly/Dhangar families covered under the Scheme shall be provided with one domestic LPG connection with 2 cylinders, one gas regulator with its accessories and one gas stove with 2 burners of ISI mark. The Scheme will not provide any further assistance for refilling of domestic LPG cylinder.

Under this Scheme a package of three items domestic LPG connection and under Non-conventional Source of energy a Solar Cooker and a CFL will be provided. Any item in the package will be supplied to each eligible family who do not possess the items.

*Eligibility:*

The eligible Gouly/Dhangar families can be categorized as follows:

(i) The Gouly/Dhangar families not possessing any domestic LPG connection shall

be considered for availing assistance for supply of domestic LPG connection under this Scheme.

(ii) The Gouly/Dhangar families not possessing any non-conventional source of energy shall be considered for availing assistance for supply of Solar Cooker under this Scheme.

(family for this purpose is defined as husband, wife and dependent children including unmarried daughters)

*Mode of Application:*

The application is to be made in the prescribed form (appended to this Scheme as Annexure-I). The application shall be submitted through the Field Assistant, Social Welfare and after obtaining proper report, the Field Assistant will forward the same duly recommending to the concerned Block Development Officer, who in turn shall submit the application to the Directorate of Social Welfare for sanction and release of assistance.

The format of application under the Scheme is annexed.

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Application for availing Domestic Gas connection  
under Gouly Urjya Yojana (GUY)

To,  
The Block Development Officer,  
Office of Block Development .....

Sir/Madam,

I wish to apply Domestic Gas connection/Solar Cooker/CLF tubelight installation to my house No. .... at ..... under Gouly Urjya Yojana.

The following are my details for availing Gas Installation/Solar Cooker/CLF tubelight:

1. Name of the Head of the household:



2. Sex (Male/Female):
3. OBC/Others:
4. Address:
5. Total number of families in the family:
6. Whether gas connection/Solar Cooker/CLF tubelight is available: Yes/No.
7. If yes, how it is obtained. Self help/Bank/others:
8. If Bank loan, name of the Bank and amount:
9. Other details which applicant like to state:

Signature of the applicant:

Verification Report of Field Assistant:

Recommendation of B.D.O.:

**UNDERTAKING FROM APPLICANT OF L.P.G.  
CONNECTION/SOLAR COOKER/CLF  
TUBELIGHT UNDER  
GOULY URJYA YOJANA (GUY)**

(Incase Gas connection/Solar Cooker/CLF  
tube-light Installation is not available)

I do not possess Domestic Gas connection/ /Solar Cooker/CLF tubelight installation to my house. If I am supplied gas connection/Solar Cooker/CLF tubelight under GOULY URJYA YOJANA (GUY) to my house, I will not sell or mortgage cylinders, gas stove, burners, Solar Cooker/CLF tubelight.

Signature of the applicant

\_\_\_\_\_

**Notification**

83-2010-11/SDB-5/4019

Government of Goa is pleased to make the following Scheme and is hereby published for general information of public, which shall come into force with the date of publication in the Official Gazette.

By order and in the name of the Governor  
of Goa.

*N. B. Narvekar*, Director & ex officio Jt.  
Secretary (Social Welfare).

Panaji, 15th September, 2010.

**Scheme to provide Financial Assistance to  
Organizations for Running Home for the  
Senior Citizens (Sanjeevani)**

**A. Objective:**

The objective of the Scheme is to provide financial support to Organizations to run Homes for Senior Citizens in order to promote shelter and maintenance at a common place and to provide healthy, hygienic and better living.

**B. Details of the Scheme:**

(1) The Scheme envisages for providing financial support to the Organizations to run Homes for Senior Citizens with boarding facilities and to provide basic amenities to Senior Citizens.

(2) The Scheme lays down the procedures to be followed in identifying Organizations for the purpose.

(3) The Scheme will be implemented by Directorate of Social Welfare.

(4) The Scheme shall be called "SANJEEVANI".

**C. Scope and Eligibility:**

(I) Organizations eligible for assistance shall be as follows:—

(a) Any registered Voluntary Organization (VO)/Non-Governmental Organization (NGO) engaged in the promotion of welfare of Senior Citizens. The Organization should have been registered under Societies Registration Act, 1860 or under Public Trust Act or Registered under any law for the time being in force for at least three years prior to date of making an application under the Scheme.

(b) Institution or Organization setup by Government as autonomous body either under a statute or as a society registered under the Societies Registration Act, 1860 shall also be eligible under the Scheme.

(II) In addition to the above eligibility conditions, the following criteria would be kept in view while selecting the VO's/NGO's:

(a) Experience of at least five years in the promotion of welfare of Senior Citizens.

(b) Aptitude and experience in welfare work pertaining to Senior Citizens.

(c) Financial viability of the organization to contribute its share and ability to continue the work for limited periods in case of delay of assistance from the Government.

(d) Good reputation and credentials.

(e) Capability to mobilize community.

(f) Networking with other institutions for optimum utilization of resources allocated and assets created.

*D) Conditions for Assistance:*

(i) The aided organization/institution/establishment shall be open to inspection by an officer of the State Government, or the agency/persons authorized by the State Government.

(ii) The organization/institution/establishment already receiving or is expected to receive a grant from any other scheme of the State Government/Central Government for the purpose for which the application is being made under this Scheme; shall not be eligible for grant of financial assistance under this Scheme.

(iii) The aided organization/institution/establishment shall follow the norms of physical facilities and operational standards for the Homes for Senior Citizens as prescribed in the SCHEDULE attached to this Scheme.

(iv) The State Government shall support the organization/institution/establishment; subject to the condition that at least 25% of the expenditure is borne by the aided organization/institution/establishment.

(v) The amount sanctioned under this Scheme shall be released in three installments of which first and second installments shall be an amount equivalent to 40% each and final installment shall be an amount equivalent to 20% of the total amount sanctioned. Second installment shall be sanctioned on submission of the Utilization Certificate of the previous installment released and third installment on submission of Utilization Certificate of second installment; alongwith each utilization certificate, the proof of at least 25% expenditure borne by the aided organization/institution/establishment shall also be submitted.

(vi) The aided organization/institution/establishment shall maintain separate accounts of the Grants received under the Scheme. They shall always be open to a system of internal audit or concurrent audit. They shall also be open to Audit by the Comptroller and Auditor General of India.

(vii) The aided organization/institution/establishment shall maintain a record of all assets acquired wholly or substantially out of Government grant in the Stock Register and present these to the Auditor/Inspecting authorities when required to do so.

*D. Documents to be provided by the Aided Organization/Institution/Establishment:*

(i) The expertise/experience of the organization in related programmes/services.

(ii) The constitution of the organization/institution/establishment, its Memorandum of Association and details of aims and objectives.

(iii) Constitution of the Board/Governing body/Controlling Authority of Management, present membership, date of constitution of present Board of Management/Governing Body/Controlling Authority.

(iv) Annual report of last three years.

(v) Information relating to the grants received or likely to be received from other Departments of Central Government/ /State Government/any other source for the same.

(vi) A statement containing the Balance sheet, Audited accounts and the full receipt and payment of the organization/institution/ /establishment for the last two years. These should be Audited by a Chartered Accountant or a Government authority; and

(vii) Detail report of the Activities undertaken by organization/institution/ /establishment for the last 5 years. This will also be placed on website of the organization/ /institution/establishment.

(viii) Copy of Registration Certificate/ /License issued by Competent Authority along with a copy of the Memorandum of Association and details of aims and objectives of the Organization.

(ix) List of beneficiaries in Appendix-II.

(x) A copy of Rent Certificate issued by Public Works Department, Government of Goa; alongwith a copy of Rent Agreement of the building utilized for the project. The building to be used for running Home for Senior Citizens should be available for a period of at least 10 years from the date of application (Not required if the building is owned by the aided organization/institution/ /establishment).

(xi) Details of basic amenities and services to be provided for the inmates of Special Home.

(xii) Copies of all Permissions/NOC's/ /Licenses/Certificates etc. required for running Home for the Senior Citizens; as per the rules of the Government in force.

(xiii) Details of Care Takers/Staff employed in Appendix-III.

#### D. *Termination of Grants:*

If the Government is not satisfied with the progress/services of the Home for the Senior Citizen or it finds that these rules are being seriously violated, then Government reserves the right to terminate the grant-in-aid and recover the amount of grant-in-aid already sanctioned.

#### E. *Change of Location:*

Change of location of the projects shall be made only with the prior approval of the Government.

#### F. *Maintenance of Home for Senior Citizen:*

The grants-in-aid for project for running home the Senior Citizens is prescribed for minimum 25 Senior Citizens to provide food, shelter, care, recreation facilities, etc., free of cost. If the home for Senior Citizen is larger in size (say for 100 or 75 or 50 Senior Citizens), the grant-in-aid for maintenance of such home for Senior Citizen will be sanctioned on proportionate basis.

To allow flexibility in utilization of funds the organization shall be allowed to incur the expenditure on the following heads with the condition that at least 25% of the expenditure is borne by the organization/institution/ /establishment.

I.	RECURRING EXPENDITURE : (a to e)	Per annum*
(a)	Staff Honorarium	
	Suptd./warden/manager	60,000/-
	Midwife/nurse	60,000/-
	Cook	36,000/-
	Helper/sweeper	24,000/-
(b)	Building (Rent/Maintenance)	60,000/-
(c)	Health Care	
	Food	1,50,000/-
	Doctor (Visiting)	18,000/-
	Medicine	18,000/-
	Clothing, oil, soap, etc.	18,000/-
(d)	Recreation (Includes Books, Magazines, Newspapers, Outings, Religious and Cultural Programmes, Games like caroms, chess, cards etc.)	25,000/-
(e)	Miscellaneous and unforeseen (electricity, water, telephone etc.)	24,000/-
II.	NON RECURRING ITEMS (at the time of setting up of the project)	
(f)	Items like (Furniture, Utensils, Television, etc.)	1,00,000/-
	Total (I + II) (for the first year)	5,93,000/-

\*Ceiling subject to actual.

The aided organization/institution/establishment will be free to provide additional items/other amenities in these homes from their own resources.

The payment will be made against the actual expenditure made and the above financial assistance indicated above are the ceiling permitted under the Scheme.

**G. Other Terms and Conditions:**

1. The grant of financial assistance under the Scheme cannot be claimed as a matter of right.
2. The amount sanctioned under this Scheme shall be utilized for the purpose for which it is sanctioned and the utilization certificate shall be submitted to the Director of Social Welfare.
3. The assets acquired wholly or substantially out of financial assistance from Government shall not be disposed off without obtaining prior approval of the Government.

**H. Interpretation and Relaxation:**

1. The Director of Social Welfare shall be the final authority concerning the interpretation of this Scheme.

-----  
**SCHEDULE**

(See rule 18 under "The Goa Maintenance of Dependent and Senior Citizens Rules, 2009")

**NORMS OF PHYSICAL FACILITIES AND OPERATIONAL STANDARDS FOR AN OLD AGED HOME FOR INDIGENT HOME FOR SENIOR CITIZENS ESTABLISHED UNDER SECTION 19 OF ("The Maintenance of Dependent and Senior Citizens Act, 2007")**

**I. Physical Facilities**

1. Land: The land for the home for Senior Citizen should be adequate to comply with the Floor-Area Ratio (FAR) as prescribed by the Government.

2. Living Space: The home shall, as far as possible, have minimum area per inmate as per the following norms:
- (i) Area of bedroom/dormitory per inmate ..... 7.5 sq. meters
  - (ii) Living area or carpet area per inmate i.e.....12 sq. meters including (i) above plus ancillary areas like kitchen, dining hall, recreation room, medical room, etc. but excluding verandahs, corridors, etc.
3. Facilities: 1. The home shall have the following facilities:
- (i) residential area comprising rooms/dormitories separately for men and women;
  - (ii) adequate water for drinking and ancillary purposes;
  - (iii) electricity, fans and cooling/heating arrangement for inmates (as necessary);
  - (iv) kitchen – cum – store and office;
  - (v) dining hall;
  - (vi) adequate number of toilets and baths, including toilets suitable for disabled persons;
  - (vii) recreation facilities, television, newspaper and an adequate collection of books; and
  - (viii) First aid, sick bay and primary healthcare facilities.
2. The home should be barrier – free with provision of ramps and handrails, and where necessary, lifts, etc.

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#### APPENDIX –I

#### APPLICATION FOR GRANT OF FINANCIAL ASSISTANCE TO ORGANIZATIONS FOR RUNNING HOMES FOR SENIOR CITIZENS (SANJEEVANI)

To,  
The Director,  
Directorate of Social Welfare,  
Panaji-Goa.

Sir,

I/We hereby apply for financial assistance under the Scheme "GRANT OF FINANCIAL ASSISTANCE TO ORGANIZATIONS FOR RUNNING HOMES FOR SENIOR CITIZENS" (SANJEEVANI) and submit the details as follows:

1. Name of Organization: -----
2. Address of the Organization: -----
3. Year of Establishment:-----
4. Registration No. of the Organization: -----
5. Services provided by the Organization:-----
6. Number of Inmates:-

Yours truly,

President/Secretary

Office Seal

Date:-



*Documents to be enclosed:*

1. The expertise/experience of the organization in related Programmes/Services.
2. The constitution of the organization/institutions/establishment, its Memorandum of Association and details of aims and objectives.
3. Constitution of the Board Governing body/Controlling Authority of Management, present membership, date of constitution of present Board of Management/Governing Body.
4. Annual report of last three years.
5. Information relating to the grants received or likely to be received from other Departments of Central Government/State Government/any other source for the same.
6. A statement containing the Balance sheet, Audited accounts and the full receipt and payment of the organization/institution/establishment for the last two years. These should be Audited by a Chartered Accountant or a Government authority.
7. Detail report of the Activities undertaken by aided organization/institution/establishment for the last 5 years.
8. Copy of Registration Certificate/License issued by Competent Authority along with a copy of the Memorandum of Association and details of aims and objectives of the Organization.
9. List of beneficiaries in Appendix-II.
10. A copy of Rent certificate issued by Public Works Department, Government of Goa; along with a copy of Rent agreement of the building utilized for the project.(Not required if the building is owned by the aided organization/institution/establishment).
11. Details of basic amenities and services to be provided for the inmates of Special Home.
12. Copies of all Permissions/NOC's/Licenses/Certificates etc. required for running Special Home for the Senior Citizens; as per the rules of the Government in force.
13. Details of Care Takers/Staff employed in Appendix-III.

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APPENDIX-II (FORMAT)

*Details of Beneficiaries.*

Sr. No.	Name of the beneficiary	Name and Address of the next of kin of the beneficiary	Age of the beneficiary
1.			
2.			
3.			
4.			
5.			

Whether the beneficiaries are receiving benefits under any other scheme implemented by the State/  
/Central Government: ----- YES/NO.

If yes, kindly give the details.

Sr. No.	Name of the beneficiary	Name of the Scheme	Name of the implementing Department	Quantum of financial assistance received per month
1.				
2.				
3.				

#### APPENDIX-III (FORMAT)

Details of Care Takers/staff employed.

Sr. No.	Name and address of the Care Taker/Staff	Educational Qualification	Designation	Salary/Honorarium per month
1.				
2.				
3.				
4.				

#### Notification

83-3-2010-11/SDB-2/4020

Government of Goa is pleased to make the following Scheme and is hereby published for general information of public, which shall come into force with the date of publication in the Official Gazette.

By order and in the name of the Governor of Goa.

*N. B. Narvekar*, Director & ex officio Jt. Secretary (Social Welfare).

Panaji, 15th September, 2010.

#### Scheme of scholarship to students pursuing Home Nursing Courses

##### 1. Objective:

The objective of the Scheme is to provide financial assistance to the poor and meritorious students in order to enable them to pursue Home Nursing Courses.

**2. Scope:**

These scholarships are available for studies in India only and will be awarded through the Directorate of Social Welfare of the Government of Goa.

The students belonging to Scheduled Tribe Communities shall be awarded scholarship by the Tribal Welfare Department and in case of other students the scholarship shall be awarded by the Social Welfare Department.

**3. Conditions for Scholarship:**

(i) The Scholarship will be given to pursue the following courses from an institution recognized by the State/Central Government:-

(a) Certificate Course in Home of duration of at least six months.

(b) Diploma in Home Nursing of duration of one year or more.

(c) Degree in Nursing of duration of three years.

(d) Health Worker Course of duration of one year or more.

(ii) Students, who get admission in an institution recognized by the State/Central Government to pursue above mentioned courses, shall be eligible for the scholarship.

(iii) The Scholarship shall be awarded to a regular student of **Goan Origin**.

*Goan Origin means:-* Any person who is born in Goa or whose either of parent or grandparent was born in Goa.

(iv) A scholarship holder under this scheme shall not avail any other scholarship/stipend for pursuing the same course.

(v) The annual income of the parent or guardian of student shall not exceed Rs. 1.50 lakh from all sources.

(vi) The application from the student duly recommended by the Head of Institution must be received in the Directorate of Social Welfare by 30th of October of every year.

(vii) Scholarship will not be paid during internship/housemanship or for a practical training if the student is in receipt of any remuneration during such internship period or any allowance/stipend during the practical training.

(viii) Scholarship will be in form of Account Payee cheque or will be deposited in their Bank account by the Department.

**4. Other Conditions for the Award:**

(i) The scholarship is conditional on the satisfactory progress and conduct of the scholar. If it is reported by the Head of the Institution at any time that a scholar has by reasons of his/her own act of default or failed to make satisfactory progress or has been guilty of misconduct such as resorting to or participating in strikes, irregularity in attendance without the permission of the authorities concerned etc. or changes the Institution of study, without prior permission of State Government, the payment of the scholarship amount shall be stopped. The amount already paid may also be recovered at the discretion of the State Government.

(ii) A scholar is liable to refund the scholarship amount at the discretion of the State Government, if the course of the studies for which the scholarship has been awarded, is discontinued by him/her.

**5. Procedure for applying:**

(i) An application for scholarship should comprise.

(a) One copy of the application for scholarship in the prescribed form.

(b) One copy of the passport size photograph with signatures of the student thereon.

(c) An attested copy of Caste Certificate/Social Status Certificate issued by the Deputy Collector; in case of student belonging to SC/OBC Communities.

(d) One attested copy of certificates, diploma, degree etc. in respect of all examinations passed.

(e) An income certificate issued by competent authority showing annual income of the parents/guardians from all sources. Employed parents/guardians may submit income certificate from their employer.

(f) Birth Certificate/proof of Goan Origin.

(g) 15 years Domicile Certificate or Residence Certificate issued by competent authority.

(h) Receipt of fees paid to the institution (in original).

(i) Copy of Bank Pass book.

#### 6. Rate of scholarship:

Rate of scholarship will be as under:

Sr. No.	Type of financial assistance	Quantum of financial assistance
1.	Course fees	(I) For Certificate Courses of duration of at least six months. Rs. 3500/- or actual whichever is less.  (II) For Diploma Courses of duration of one year or more. Rs. 5000/- or actual whichever is less.  (III) For Degree in nursing of duration of three years. Rs. 10,000/- or actual whichever is less.  (IV) For Health Worker Course of duration of one year or more. Rs. 3500/- or actual whichever is less.
2.	Maintenance Allowance	Day Scholars Hostellers
		Rs. 500/- p.m. for S.C. students Rs. 800/- p.m. for S.C. students
		Rs. 300/- p.m. for others Rs. 600/- p.m. for others

In addition to above a onetime additional amount shall also be provided to the eligible students towards the expenditure to be incurred on Books, Uniform, Stationery etc. as shown below:

Sr. No.	Course	Quantum of financial assistance
1.	Certificate Courses of duration of at least six months	Rs. 1000/-
2.	Diploma Courses of duration of one year or more	Rs. 2000/-
3.	Degree in nursing of duration of three years	Rs. 3000/-
4.	Health Worker Course of duration of one year or more	Rs. 2000/-

#### 7. Relaxation and Interpretation:

The Government through Director of Social Welfare shall relax/interpret any of the clauses/condition in the scheme and the decision of the Government shall be final and binding on all parties.

## FORMAT FOR APPLICATION

(Under the Scheme of scholarship to Home nursing students)

## FOR OFFICIAL USE ONLY

Sl. No. of application	Year	Course	Whether approved

To,  
The Director of Social Welfare,  
Panaji-Goa.

1. Full name:  
(In block letters)

Affix passport  
size photograph

Surname												
First Name												
Middle Name												

2. Father's name/husband's name:


3. Domicile State/UT (State/UT which the student belongs to):

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

4. Address for correspondence:

House No.															
Street															
City/Town/Village P&O															
District															
State															
Pin Code															



5. Permanent address (Please enclose residential certificate from concerned State Government authority):

House No.															
Street															
City/Town/Village P&O															
District															
Pin Code															

6. Date of Birth (Please enclose Certificate):

D	D		M	M		Y	Y	Y	Y

7. Whether male or female:

8. Religion:


9. Community to which applicant belongs: -----  
(SC, ST, OBC, others)

10. Details of educational qualifications from matriculation/SSLC/SSC onward (Please enclose certificates attested by a Gazetted Officer).

Examination passed	University/Board/ /Institution/Council of Examination	Main Subject	Year of passing	Percentage of marks	Division/ /Class/ /Grade

11. Details of Course for which scholarship is being sought:

- Name of the course
- Duration of course
- Academic Year

12. Details of college/institution:

- Name of the college/institution where admitted
- Address of college/institution

- c. Telephone No.
- d. Fax No.
- e. E-mail address
- f. Is the college/institution recognized? If so, the name of the authority which has recognized the Institution:

13. Total Course fees: Rs. ....

(Breakup of Course fee such as tuition fee, library fee, examination fee etc. other than refundable deposits).

Sl. No.	Item	Annual fee
1.		
2.		
3.		
4.		
	Total	

14. Details of Bank account of student:

- a. Name of the bank: .....
- b. Branch: .....  
(full address) ..... State ..... District
- c. Branch Code number .....
- d. Bank account number .....
- e. Type of bank account ..... Saving/Current
- f. MICR Code of the bank .....
- g. Mode of Electronic transfer available in the Bank  
ECS/RTGS/NEFT/CBS/Code number (if any).

15. Annual Income of parent/guardian of the student: Rs. ....

(Kindly enclose Income certificate issued by competent authority. In case parents/guardian employed, Income certificate from the employer may be enclosed).

16. Documents enclosed with the application:

- (i) One copy of the passport size photograph with signatures of the student thereon.
- (ii) An attested copy of Caste Certificate/Social Status certificate issued by the Deputy Collector; in case of student belonging to SC/ST/OBC Communities.

(iii) One attested copy of certificates, diploma, degree etc. in respect of all examinations passed.

(iv) An income certificate issued by competent authority showing annual income of the parents/guardians from all sources. Employed parents/guardians may submit income certificate from their employer.

(v) Birth Certificate/proof of Goan Origin.

(vi) Receipt of fees paid to the institution (in original).

(vii) A copy of bank pass book.

(Note:- The Scholarship shall be awarded to a regular student of Goan Origin).

#### 17. Declaration:

I hereby declare that the information given above is correct.

(i) I am not availing any other scholarship for this purpose from any other source.

(ii) I shall abide by the terms and conditions for sanction of the merit-cum-means based scholarship.

(iii) I undertake, that if at any stage, it is found to the satisfaction of the sanctioning authority in the Ministry of Minority Affairs that the information given by me is false or, if I violate the terms and conditions of the scholarship, the scholarship sanctioned to me, may be cancelled and the entire amount of scholarship will be refunded by me or recovered from me, apart from liability for such penal action as warranted by law.

Date:-

Signature of the candidate

\_\_\_\_\_

#### PART-B

#### Verification/information to be furnished by the Head of Institution/College:

It is certified that the information filled in the above mentioned columns from 1 to 17 by Shri/Smt./Kumari----- s/o, d/o, w/o Shri ----- who is admitted in ----- course for the academic session ----- in ----- college is correct. He/She is a hosteller/day scholar of this College.

Signature of Head of the Institution/College  
with official seal.

Date:

◆◆◆

Department of Tribal Welfare

Directorate of Tribal Welfare

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#### Order

3-31-2007-ADMN/103

Sanction of the Government is hereby accorded for creation of following posts in the Directorate of Tribal Welfare with immediate effect.

Sr. No.	Designation	Group	Pay Band + Grade pay	No. of posts sanctioned
1	2	3	4	5
1.	Director	Group 'A' Gazetted	Rs. 15600-39100+GP 6600	01
2.	Deputy Director	Group 'A' Gazetted	Rs. 9300-34800+GP 5400	01
3.	Assistant Accounts Officer	Group 'B' Gazetted	Rs. 9300-34800+GP 4600	01
4.	Head Clerk	Group 'C' Non-Gazetted	Rs. 9300-34800+GP 4200	01
5.	Accountant	Group 'C' Non-Gazetted	Rs. 9300-34800+GP 4200	01
6.	Statistical Assistant	Group 'C' Non-Gazetted	Rs. 5200-20200+GP 2800	01
7.	Upper Division Clerk	Group 'C' Non-Gazetted	Rs. 5200-20200+GP 2400	02
8.	Investigator	Group 'C' Non-Gazetted	Rs. 5200-20200+GP 2400	01
9.	Junior Steno	Group 'C' Non-Gazetted	Rs. 5200-20200+GP 2400	01
10.	Lower Division Clerk	Group 'C' Non-Gazetted	Rs. 5200-20200+GP 1900	04
11.	Driver	Group 'C' Non-Gazetted	Rs. 5200-20200+GP 1900	02
12.	Peon	Group 'D' Non-Gazetted	Rs. 4400-7440+GP 1300	02
13.	Sweeper	Group 'D' Non-Gazetted		01 (To be outsourced)

The expenditure towards the pay and allowances shall be debitable to the following Budget Heads of Accounts.

2225—Welfare of SCs, STs, OBCs.

02—Welfare of Scheduled Tribes.

001—Direction & Administration.

001—Directorate of Tribal Affairs.

01—Salaries.

This issues with the recommendation of Administrative Reforms Department vide their U. O. No. 1414220 dated 25-6-2010, concurrence of Finance (Rev. & Cont.) Department vide their U. O. No. 1414144 dated 13-7-2010 and approval of Council of Ministers in its XXXXIIIrd Cabinet Meeting held on 6th September, 2010.

By order and in the name of the Governor of Goa.

*Tahang Taggu*, Director & ex officio Joint Secretary (Tribal Welfare).

Panaji, 13th September, 2010.

## Department of Urban Development

Directorate of Municipal Administration

**Notification**

10/562/2010-DMA/2545

Whereas certain draft rules to further amend the Goa Municipalities (Election) Rules, 1969, were published as required by sub-section (3) of section 306 of the Goa Municipalities Act, 1968 (Act 7 of 1969), in the Official Gazette, Series I No. 23 dated 2-9-2010 under Notification No. 10/562/2010-DMA/2386 dated 26-8-2010 of the Department of Urban Development (Directorate of Municipal Administration), Panaji, inviting objection and suggestions from all persons likely to be affected thereby within fifteen days from the date of publication of the said Notification in the Official Gazette.

And whereas the said Gazette was made available to the public on 2nd September, 2010.

And whereas no objections/suggestions have been received from the public on the said draft Rules by the Government.

Now, therefore, in exercise of the powers conferred by section 306, read with section 88 of the Goa Municipalities Act, 1968 (Act 7 of 1969), and all other powers enabling it in that behalf, the Government of Goa hereby makes the following rules so as to further amend the Goa Municipalities (Election) Rules, 1969, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Municipalities (Election) (Amendment) Rules, 2010.

(2) They shall come into force at once.

2. *Substitution of rule 26.*— For rule 26 of the Goa Municipalities (Election) Rules, 1969 (hereinafter referred to as the “principal Rules”) the following shall be substituted, namely:—

“26. *Manner of voting at election.*— At every contested election, votes shall be given either by ballot or by electronic voting machine, decided by the State Election Commission in the manner hereinafter provided.”.

3. *Insertion of new rules 64 to 96.*— After rule 63 of the Goa Municipalities (Election) Rules, 1969 (hereinafter referred to as the “principal Rules”), the following rules shall be inserted, namely:—

“64. *Design of Electronic Voting Machine.*— Every Electronic Voting Machine (hereinafter referred to as the “voting machine”) shall have a control unit and a balloting unit and shall be of such designs as may be approved by the State Election Commission.

65. *Preparation of voting machine by the Returning Officer.*— (1) The balloting unit of the voting machine shall contain such particulars and in such language or languages as the State Election Commission may specify.

(2) The names of the candidates shall be arranged on the balloting unit in the same order in which they appear in the list of the contesting candidates.

(3) If two or more candidates bear the same name; they shall be distinguished by the addition of their occupation or residence or in some other manner.

(4) Subject to the foregoing provisions of this rule, the Returning Officer shall,—

(a) fix the label containing the names and symbol of the contesting candidates in the balloting unit and secure that unit with his seal and the seals of such of the contesting candidates or their election agents present as are desirous of affixing the same;

(b) set the number of contesting candidates and close the candidate set section in the control unit and secure it with his seal and the seals of such of the contesting candidates or their



election agents present as are desirous of affixing the same.

66. *Arrangements at the polling stations.*— (1) Outside each polling station there shall be displayed prominently,—

(a) a notice specifying the polling area, the voters of which are entitled to vote at the polling station and, where the polling station has more than one polling booth, at each one of such booths, the description of voters allotted to such booth; and

(b) another notice giving the name of each candidate in the same language or languages and in the same order in which the names of such candidates appear in the list of contesting candidates at the election published under rule 16 together with the description of the symbol which has been assigned to each of the such candidates under that rule.

(2) The Returning Officer shall cause to be provided at every polling station a compartment in which the voters can record their votes screened from observation.

(3) The Returning Officer shall provide at each polling station one voting machine and copies of relevant part of the electoral roll and such other election material as may be necessary for taking the poll.

(4) Without prejudice to the provisions of sub-rule (3), the Returning Officer may, with the previous approval of the State Election Commission, provide one common voting machine for two or more polling stations located in the same premises.

67. *Admission to polling stations.*— The Presiding Officer shall regulate the number of voters to be admitted at any one time inside the polling station and shall exclude therefrom all persons other than—

(a) Polling Officers;

(b) public servants on duty in connection with the election;

(c) person authorized by the State Election Commission or the Returning Officer;

(d) candidates, their election agents and subject to the provisions of rule 19 one polling agent of each candidate;

(e) a child in arms accompanying a voter;

(f) a person accompanying a blind or infirm voter who cannot move without help; and

(g) such other persons as the Returning Officer or the Presiding Officer may employ for the purpose of identifying the voter.

68. *Preparation of voting machine for poll.*— (1) The control unit and balloting unit of every voting machine used at a polling station shall bear a label marked with,—

(a) the serial number, if any, and the name of the ward;

(b) the serial number and name of the polling station or names of polling stations, as the case may be;

(c) the serial number of the unit; and

(d) the date of poll.

(2) Immediately before the commencement of the poll, the Presiding Officer shall demonstrate to the polling agents and other persons present that no vote has been already recorded in the voting machine and it bears the label referred to in sub-rule (1).

(3) A paper seal shall be used for securing the control unit of the voting machine and the Presiding Officer shall affix his own signature on the paper seal and obtain thereon the signature of such of the polling agents present as are desirous of affixing the same.

(4) The Presiding Officer shall thereafter fix the paper seal so signed in the space

meant therefore in the control unit of the voting machine and shall secure and seal the same.

(5) The seal used for securing the control unit shall be fixed in such a manner that after the unit has been sealed it is not possible to press the "result button" without breaking the seal.

(6) The control unit shall be closed and secured and placed in full view of the Presiding Officer and the polling agents and the balloting unit placed in the voting compartment.

69. *Marked copy of electoral roll.*— Immediately before the commencement of the poll, the Presiding Officer shall also demonstrate to the polling agents and others present that the marked copy of the electoral roll to be used during the poll does not contain,—

(a) any entry other than that made in pursuance of clause (b) of sub-rule (2) of rule 72; and

(b) any mark other than the mark made in pursuance of sub-rule (3) of rule 36.

70. *Facilities for women voters.*— (1) Where a polling station is for both men and women voters, the Presiding Officer may direct that they shall be admitted into the polling station alternately in separate batches.

(2) The Returning Officer or the Presiding Officer may appoint a woman to serve as an assistant at a polling station to assist woman voters and also to assist the Presiding Officer generally in taking the poll in respect of women voters and, in particular, to help in searching any women voters in case it becomes necessary.

71. *Identification of voters.*— (1) The Presiding Officer may employ at the polling

station such persons, as he thinks fit, to help in the identification of the voters or to assist him otherwise in taking the poll.

(2) As each voter enter the polling station, the Presiding Officer, or the Polling Officer authorized by him in this behalf, shall check the voters name and other particulars with the relevant entry in the list of voters and then call out the serial number, name and other particulars of the voter.

(3) In deciding the right of a person to cast his vote the Presiding Officer or the Polling Officer, as the case may be, shall overlook merely clerical or printing errors in an entry in the list of voters, if he is satisfied that such person is identical with the voter to whom such entry relates.

(4) The identity of voters shall be decided on the basis of,—

(i) Photo Identity Card issued by the Election Commission of India; or

(ii) Photo Identity Card issued by any Department of the Central or State Government; or

(iii) PAN Card issued by the Income Tax Department; or

(iv) Passport; or

(v) Student Photo identity card issued by a recognized educational institution; or

(vi) Driving licence issued by the Directorate of Transport; or

(vii) Photo identity card issued to an employee by the employer provided the name and designation of the issuing authority is clearly shown.

72. *Facilities for public servants on election duty.*— (1) The provisions of the rule 71 shall not apply to any person who produces at the polling station an election duty certificate in Form XVI hereto and

seeks permission to cast his vote at that polling station although it is different from the one where he is entitled to vote.

(2) On production of such certificate the Presiding Officer shall,—

(a) obtain thereon the signature of the person producing it;

(b) have the person's name and electoral roll number as mentioned in the certificate entered at the end of the marked copy of the electoral roll; and

(c) permit him to cast his vote in the same manner as far as an elector entitled to vote to that polling station.

73. *Challenging of identity.*— (1) Any candidate, election agent or polling agent may challenge the identity of a person claiming to be a particular voter by first depositing a sum of five rupees in cash with the Presiding Officer for each such challenge.

(2) On such deposit being made, the Presiding Officer shall,—

(a) warn the person challenged of the penalty for personation;

(b) read the relevant entry in the list of voters in full and ask him whether he is the person referred to in that entry;

(c) enter his name and address in the list of challenged votes in Form XVII hereto; and

(d) require him to affix his signature in the said list.

(3) The Presiding Officer shall thereafter hold a summary inquiry into the challenge and may for that purpose,—

(a) require the challenger to adduce evidence in proof of the challenge and the person challenged to adduce evidence in proof of his identity;

(b) put to the person challenged any questions necessary for the purpose of establishing his identity and require him to answer them on oath; and

(c) administer an oath to the person challenged and any other person offering to give evidence.

(4) If, after the inquiry, Presiding Officer considers that the challenge has not been established, he shall allow the person challenged to vote: and if he considers that the challenge has been established, he shall debar the person challenged from voting.

(5) If the Presiding Officer is of the opinion that the challenge is frivolous or has not been made in good faith, he shall direct that the deposit made under sub-rule (1) be forfeited to the Council and in any other case, he shall return it to the challenger at the conclusion of the inquiry.

74. *Safeguards against personation.*— (1) With a view to preventing personation of voter, every voter about whose identity the Presiding Officer or the polling officer, as the case may be, is satisfied, shall allow his left forefinger to be inspected by the Presiding Officer or polling officer and an indelible ink mark to be put on it.

(2) If any voter refuses to allow his left forefinger to be inspected or marked in accordance with sub-rule (1) or has already such a mark on his left forefinger or does any act with a view to removing the ink mark, he shall not be allowed to vote.

(3) Any reference in this rule to the left forefinger of a voter shall, in the case where the voter has his left forefinger missing, be construed as a reference to any other finger of his left hand and shall, in the case where all the fingers of the left hand are missing, be construed as a reference to the forefinger or any other finger of his right hand, and shall, in the case where all his fingers of both the hands are missing, be construed as a

reference to such extremity of his left or right arm as he possesses.

75. *Procedure for voting by voting machines.*— (1) Before permitting an elector to vote, the Polling Officer shall,—

(a) record the electoral roll number of the voter as entered in the marked copy of the electoral roll in a register of voters in Form XVIII hereto;

(b) obtain the signature or the thumb impression of the voter on the said register of voters; and

(c) mark the name of the voter in the marked copy of the electoral roll to indicate that he has been allowed to vote:

Provided that no voter shall be allowed to vote unless he has put his signature or thumb impression on the register of voters.

(2) Notwithstanding anything contained in sub-rule (1), it shall be necessary for any Presiding Officer or polling officer or any other officer to attest the thumb impression of the voter on the register of voters.

76. *Maintenance of secrecy of voting by voters within the polling station and voting procedure.*— (1) Every voter who has been permitted to vote under rule 75 shall maintain secrecy of voting within the polling station and for that purpose observe the voting procedure hereinafter laid down.

(2) Immediately on being permitted to vote, the voter shall proceed to the Presiding Officer or the polling officer in-charge of the control unit of the voting machine who shall, by pressing the appropriate button on the control unit, activate the balloting unit; for recording of voters vote.

(3) The voter shall thereafter forthwith,—

(a) proceed to the voting compartment;

(b) record his vote by pressing the button on the balloting unit against the name and symbol of the candidate for whom he intends to vote; and

(c) come out of the voting compartment and leave the polling station.

(4) Every voter shall vote without undue delay.

(5) No voter shall be allowed to enter the voting compartment when another voter is inside it.

(6) If a voter who has been permitted to vote under rule 75 or rule 79 refuses after warning given by the Presiding Officer to observe the procedure laid down in the said rules, the Presiding Officer or the polling officer under the direction of the Presiding Officer shall not allow such voter to vote.

(7) Where a voter is not allowed to vote under sub-rule (6), a remark to the effect that voting procedure has been violated shall be made against the voters name in the register of voters in Form XVIII hereto by the Presiding Officer under his signature.

77. *Recording of votes of blind or infirm voters.*— (1) If the Presiding Officer is satisfied that owing to blindness or other physical infirmities, a voter is unable to recognize the symbol on the balloting unit of the voting machine or unable to record his vote by pressing the appropriate button thereon without assistance, the Presiding Officer shall permit the voter to take with him a companion of not less than eighteen years of age to the voting compartment for recording the vote on his behalf and in accordance with his wishes:

Provided that no person shall be permitted to act as the companion of more than one voter at any polling station on the same day:

Provided further that before any person is permitted to act as the companion of a voter on any day under this rule, that person shall be required to declare that he will keep secret the vote recorded by him on behalf of the voter and that he has not already acted as the companion of any other voter at any other polling station on that day.

(2) The Presiding Officer shall keep a record in Form XIX hereto of all cases under this rule.

78. *Voter deciding not to vote.*— If a voter, after his electoral roll number has been duly entered in the register of voters in Form XVIII hereto and has put his signature or thumb impression thereon as required under sub-rule (1) of rule 75, decides not to record his vote, a remark to this effect shall be made against the said entry in Form XVIII hereto by the Presiding Officer and the signature or thumb impression of the voter shall be obtained against such remark.

79. *Tendered votes.*— (1) If a person representing himself to be a particular voter seeks to vote after another person has already voted as such voter, he shall, on satisfactorily answering such questions relating to his identity as the Presiding Officer may ask, be instead of being allowed to vote through the balloting unit supplied with a tendered ballot paper which shall be of such design, and the particulars of which shall be in such language or languages as the State Election Commission may specify.

(2) Every such voter shall, before being supplied with tendered ballot paper, write his name against the entry relating to him in Form XX hereto.

(3) On receiving the ballot paper he shall forthwith,—

(a) proceed to the voting compartment;

(b) record there his vote in the ballot paper by placing a cross mark 'X' with the instrument or article supplied for the purpose on or near the symbol of the candidate for whom he intend to vote;

(c) fold the ballot so as to conceal his vote;

(d) show to the Presiding Officer, if required, the distinguishing mark on the ballot paper;

(e) give it to the Presiding Officer who shall place it in a cover specially kept for the purpose; and

(f) leave the polling station.

(4) If, owing blindness or physical infirmities, such voter is unable to record his vote without assistance; the Presiding Officer shall permit him to take with him a companion, subject to the same conditions and after following the same procedure as laid down in rule 77 for recording the vote in accordance with his wishes.

80. *Presiding Officer's entry in the voting compartment during poll.*— (1) The Presiding Officer may, whenever he considers it necessary so to do, enter the voting compartment during poll and take such steps as may be necessary to ensure that the balloting unit is not tampered or interfered within any way.

(2) If the Presiding Officer has reason to suspect that a voter who has entered the voting compartment is tempering or otherwise interfering with the balloting unit or has remained inside the voting compartment for unduly long period, he shall enter the voting compartment and take such steps as may be necessary to ensure the smooth and orderly progress of the poll.

(3) Whenever the Presiding Officer enters the voting compartment under this



rule, he shall permit the polling agents present to accompany him if they so desire.

81. *Closing of poll.*— (1) The Presiding Officer shall close a polling station at the hour fixed in that behalf under rule 4 and shall not thereafter admit any voter into the polling station:

Provided that all voters present at the polling station before it is closed shall be allowed to cast their votes.

(2) If any question arises whether a voter was present at the polling station before it was closed, it shall be decided by the Presiding Officer and his decision shall be final.

82. *Account of voters recorded.*— (1) The Presiding Officer shall at the close of the poll prepare an account of votes recorded in Form XXI hereto and enclose it in a separate cover with the words 'Account of Votes Recorded' superscribed thereon.

(2) The Presiding Officer shall furnish to every polling agent present at the close of the poll a true copy of the entries made in Form XXI hereto after obtaining a receipt from the said polling agent thereafter and shall attest it as a true copy.

83. *Sealing of voting machine after poll.*— (1) As soon as practicable after the closing of the poll, the Presiding Officer shall close the control unit to ensure that no further votes can be recorded and shall detach the balloting unit from the control unit.

(2) The control unit and the balloting unit shall thereafter be sealed and secured separately in such a manner as the State Election Commission may direct and the seal used for securing them shall be so affixed that it will not be possible to open the units without breaking the seals.

(3) The polling agents present at the polling station, who desire to affix their seals, shall also be permitted to do so.

84. *Sealing of other packets.*— (1) The Presiding Officer shall then make into separate packets,—

(a) the marked copy of the list of voters;

(b) the register of voters in Form XVIII;

(c) the cover containing the tendered ballot papers and the list in Form XX;

(d) the list of challenged votes; and

(e) any other papers directed by the Returning Officer to be kept in a sealed packet.

(2) Each such packet shall be sealed with the seals of the Presiding Officer and of those polling agents present who may desire to affix their seal thereon.

85. *Transmission of voting machines, etc., to the Returning Officer.*— (1) The Presiding Officer shall then deliver or cause to be delivered to the Returning Officer at such place as the Returning Officer may direct,—

(a) the voting machine;

(b) the account of votes recorded in Form XXI;

(c) the sealed packets referred to in rule 84; and

(d) all other papers used at the poll.

(2) The Returning Officer shall make adequate arrangements for the safe transport of the voting machine, packets and other papers for their safe custody until the commencement of the counting of votes.



*86. Adjournment of poll in emergencies.—*

(1) If, at an election, the proceedings at any polling station for the poll are interrupted or obstructed by any riot or open violence, or if, at an election, it is not possible to take the poll at any polling station on account of any natural calamity, or any other sufficient cause, the Returning Officer or the Presiding Officer for such polling station shall announce an adjournment of the poll to a date to be fixed later, and where the poll is so adjourned by the Presiding Officer, he shall forthwith inform the Returning Officer concerned.

(2) Whenever a poll is adjourned under sub-rule (1), the Returning Officer shall immediately report the circumstances to the State Election Commission who shall, as soon as may be, fix the day on which the poll shall recommence and fix the polling station at which and the hour during which, the poll shall be taken. The Returning Officer shall not count the votes cast at such election, until such adjourned poll shall have been completed.

(3) In every such case as aforesaid, the State Election Commission shall publish the date, place and hours of the poll fixed under sub-rule (2) in the manner laid down in rule 4; and the provisions of these rules governing the original poll shall *mutatis mutandis* apply to the fresh poll taken under this rule.

*87. Procedure on adjournment of poll.—*

(1) If the poll at any polling station is adjourned under rule 86, the provisions of rules 82 to 85 shall, as far as practicable, apply, as if the poll was closed at the hour fixed in that behalf under rule 4.

(2) When an adjourned poll is recommended under sub-rule (2) of rule 86, the voters who have already voted at the poll so adjourned shall not be allowed to vote again.

(3) The Returning Officer shall provide the Presiding Officer of the polling station at which such adjourned poll is held; with the sealed packet containing the marked copy of the list of voters, register of voters in Form XVIII and a new voting machine.

(4) The Presiding Officer shall open the sealed packet in the presence of the polling agents present and use the marked copy of the list of voters for marking the names of the voters who are allowed to vote at the adjourned poll.

(5) The provisions of rules 64 to 85 shall apply in relation to the conduct of an adjourned poll as they apply in relation to the poll before it was so adjourned.

*88. Closing of voting machine in case of booth capturing.—* Where the Presiding Officer is of opinion that booth capturing is taking place at a polling station or at a place fixed for the poll, he shall immediately close the control unit of the voting machine to ensure that no further votes can be recorded and shall detach the balloting unit from the control unit.

*89. Counting of votes where electronic voting machine have been used.—* In relation to the counting of votes cast at a polling station where voting machine has been used the provisions of rules 20, 22, 49, 50, 90, 91 and 92 shall apply.

*90. Scrutiny and inspection of voting machine.—* (1) The Returning Officer may have the control units of the voting machines used at more than one polling station taken up for scrutiny and inspection and votes recorded in such units counted simultaneously.

(2) Before the votes recorded in any control unit of a voting machine are counted under sub-rule (1), the candidate or his election agent or his counting agent

present at the counting table shall be allowed to inspect the paper seal and such other vital seals as might have been affixed on the unit and to satisfy themselves that the seals are intact.

(3) The Returning Officer shall satisfy himself that none of the voting machine has in fact been tampered with.

(4) If the Returning Officer is satisfied that any voting machine has in fact been tampered with, he shall not count the votes recorded in that machine and shall follow the procedure laid down in section 58, or section 58A or Section 64A of the Representation of the People Act, 1951 (Central Act 43 of 1951), as may be applicable in respect of the polling station where that machine was used.

91. *Counting of votes.*— (1) After the Returning Officer is satisfied that a voting machine has in fact not been tampered with he shall have the votes recorded therein counted by pressing the appropriate button marked "Result" provided in the control unit whereby the total votes polled and votes polled by each candidate shall be displayed in respect of each such candidate on the display panel provided for the purpose in the unit.

(2) As the votes polled by each candidate are displayed on the control unit, the Returning Officer shall have,—

(a) the number of such votes recorded separately in respect of each candidate in Form XXI;

(b) Form XXI completed in other respects and signed by the counting supervisor and also by the candidates or their election agents or their counting agents present; and

(c) corresponding entries made in a result sheet in Form XXII and the particulars so entered in the result sheet announced.

92. *Sealing of voting machine.*— (1) After the result of voting recorded in a control unit has been ascertained candidatewise and entered in Form XXI and Form XXII under rule 91, the Returning Officer shall reseal the unit with his seal and the seals of such of the candidates or their election agents present who may desire to affix their seals thereon so however that the result of voting recorded in the unit is not obliterated and the unit retains the memory of such result.

(2) The control unit so sealed shall be kept in specially prepared boxes on which the Returning Officer shall record the following particulars, namely:—

(a) the names of the wards;

(b) the particulars of polling station or stations where the control unit has been used;

(c) serial number of the control unit;

(d) date of poll; and

(e) date of counting.

93. *Provisions of rules 54, 55, 56 and 58 to apply.*— The provisions of rules 54, 55, 56 and 58 *mutatis mutandis*, apply in relation to voting by voting machine and any reference in those rules to,—

(a) 'ballot paper' shall be construed as including a reference to such voting machine;

(b) any rule shall be construed as a reference to the corresponding rule from rule 64 to rule 92.

94. *Custody of voting machines and papers relating to Election.*— The Returning Officer shall retain in his custody all voting machines used at an election and all other documents relating to the election.

95. *Production and inspection of election papers.*— (1) While in the custody of Returning Officer,—

(a) the packets of marked copies of the list of voters; and

(b) The packets containing registers of voters in Form XVIII shall not be opened and their contents shall not be inspected by, or produced before, any person or authority except under the order of a competent Court.

(2) The control units sealed under the provisions of rule 94 and kept in the custody of the Returning Officer shall not be opened and shall not be inspected by, or produced before, any person or authority except under the orders of a competent Court.

(3) All other papers relating to the election shall be open to public inspection.

96. *Disposal of election papers.*— (1) Subject to any direction to the contrary given by the Government or by a competent Court, the voting machines kept in the custody of the Returning Officer under rule 94 shall be retained intact for such period as the State Election Commission may direct and shall not be used at any subsequent election without the previous approval of the State Election Commission.

(2) All other papers relating to the election shall be retained until the termination of the next general election for the ward to which they relate and shall thereafter be destroyed, subject to any direction to the contrary given by the Government or a competent Court".

(3) *Inspection of new Forms XVI to XXII.*— After Form XV of the principal Rules, the following forms shall be inserted, namely:—

FORM XVI

[See rule 72(1)]

Election Duty Certificate

Certified that..... is an elector in the ..... Municipal Council in ward number..... His electoral roll number being..... That by reason of his being on election duty he is unable to vote at the polling station where he is entitled to vote and that he is therefore hereby authorized to vote at any polling station (is said ward where) he may be on duty on the date of poll.

Place..... Signature .....

Date:..... Returning Officer.....

S E A L

FORM XVII

List of Challenged Votes

[See rule 73(2) (c)]

Election to ..... Municipal Council, Ward No....., Polling Station number and Name of Polling Station.....

Serial number of entry	Name of elector	Part of roll	Serial number of Elector's name in that part	Signature or thumb impression of the person challenged	Address of the person challenged	Name of the identifier, if any	Name of the challenger	Order of Presiding Officer	Signature of challenger on receiving refund of deposit.
1	2	3	4	5	6	7	8	9	10
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									

Date:

Signature of the Presiding Officer

## FORM XVIII

[See rule 75(1)(a), 76(7), 78, 84(1)(b)]

## Register of Voters

Election to ..... Municipal Council, Ward No....., Polling Station number .....Part No. of the Electoral Roll.....

Sl. No.	Sl. No. of elector in electoral roll	Signature/thumb impression of elector	Remarks
1.			
2.			
3.			
4.			
etc.			

Signature of the Presiding Officer

## FORM XIX

[See rule 77(2)]

## List of Blind and Infirm Voters

Election to the ..... Municipal Council, \*from Ward No.....,\*/ by elected numbers\*\*/ .....(State) [Number and Name of Polling Station ..... Name of place of poll.....].

Part No. & Serial No. of elector	Full name of elector	Full name of companion	Address of companion	Signature of companion
----------------------------------	----------------------	------------------------	----------------------	------------------------

Date:.....

Signature of Presiding Officer

\* Strike off whichever is inapplicable.

## FORM XX

[See rule 79(2), 84(1)(c)]

## List of Tendered Votes

Election to the ..... Municipal Council, from Ward No..... and Names of Part No. of Electoral Roll.....Polling Station.....

Sl. No.	Names of Elector	Sl. No. of Elector in electoral roll	Sl. No. in Register of voters Form XV of the person who has already voted in place of elector	Signature impression elector
---------	------------------	--------------------------------------	---	------------------------------

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

Date:.....

Signature of Presiding Officer

## FORM XXI

[See Rules 82(1), 82(2), 85(1)(b), 91(2) (a), 91 (2) (b), 92(1)]

## Accounts of Votes Recorded

Election to the ..... Municipal Council from Ward No.....

And Name of Polling Station..... Identification No. of Voting.....Machine used at the Polling Station: Balloting Unit  
Control Unit

1. Total No. of electors assigned to the Polling Station.

2. Total No. of voters as entered in the Register for Voters.

3. No. of voters deciding not to record votes under rule.

4. No. of voters not allowed to vote under rule.

5. Total No. of voters recorded as per voting machine.

6. Whether the total No. of voters as shown against item 5 tallies with the total No. of voters as shown against item 2 minus Nos. of voter deciding not to record votes as against item 3 minus No. of Voters as against item 4 (2-3-4) or any discrepancy noticed.

7. No. of voters to whom tendered ballot papers were issued.

8. No. of tendered ballot papers.....

Sl. No.  
From to

- (a) received for use .....  
(b) issued to electors .....  
(c) not used and returned .....

9. Account of paper seals

Sl. Nos.

From	To	Signature of Polling Agents
1. Serial Numbers of paper seals supplied from.....to.....		1. ....
2. Total numbers supplied.....		2. ....
3. Number of paper seals used.....		3. ....
4. Number of unused paper seals returned to Returning Officer (Deduct item 3 from item 2)		4. ....
5. Serial number of damaged paper seals if any		

Date: .....

Place: .....

Signature of Presiding Officer  
Polling Station No.

FORM - XXII

[See rule 91(2)(c), 92(1)]

Final Result Sheet

(To be used for recording the result of voting at polling stations other than notified polling stations)

Election to the ..... Municipal Council from Ward No. ....

#### PART I

Name of the Ward  
..... Municipal Council

Total No. of  
Ward



Serial No. of Polling Station	No. of valid votes caste in favour of			Total No. of valid votes	No. of rejected votes	Total No. of tendered votes
	A	B	C			
(1)						
(2)						
(3)						
Total No. of votes recorded at Polling Stations						
No. of voters recorded on postal ballot papers						

Total votes polled.

Place: .....

Returning Officer

Date: .....

*Daulat Hawaldar*, Director & ex officio Special Secretary (Municipal Administration).

Panaji, 17th September, 2010.



Department of Printing & Stationery  
Government Printing Press

Order

5/15/2010-DPS/1191

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*N. D. Agrawal*, Director & ex officio Joint Secretary (Printing & Stationery).

Panaji, 15th September, 2010.

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